

## Appendix 1

### Intent to Apply

**TUPE Competitive Grant for  
American Indian Education Center Funding**

# **Intent to Submit an Application**

If you intend to submit an application for TUPE Competitive Grants for American Indian Education Center Funding, please complete the section below and fax this form by May 13, 2005. This intent does not obligate the center in any way, but provides useful information as we prepare for the Readers' Conference.

Please submit to:

Judy Martinez  
Migrant, Indian & International Office  
California Department of Education  
FAX: (916) 319-0851

County:		Contact Person:
Applicant Center:		Title:
Address:		Telephone:
City:	Zip:	FAX:
Email:		

Failure to submit this notice of intent by the deadline date will not preclude the agency from submitting an application. However, applicants who do not submit a notice of intent will be removed from the RFA mailing list and will not receive any further communication regarding this application.

## Appendix 2

### Commercial Tobacco-Free Policy

## **COMMERCIAL TOBACCO-FREE CERTIFICATION FOR AMERICAN INDIAN EDUCATION CENTER**

A signature on this form certifies that:

- The center has a policy that prohibits the use of commercial tobacco products in center owned or leased property, and in center vehicles at any time.
  - Submit a copy of official center policy, including date of implementation
- Information about the policy and the enforcement procedures has been communicated clearly to center personnel, parents, students, and the larger community.
  - Submit a copy of commercial tobacco-free center policy enforcement procedures. These procedures must specifically address commercial tobacco-use prevention.
  - Include how the information was disseminated to center, personnel, students, parents, and the community?
- Signs stating “Commercial Tobacco Use is Prohibited” are prominently displayed at all entrances to the center property.
  - Evidence of compliance: work order form, purchase order for signs, pictures.
- Information about smoking cessation support programs is made available and encouraged for students and staff.
  - Submit a list of programs available to serve students and staff.
  - Include how information about the referral programs was disseminated to students and staff?

Official Signature:	Printed Name and Title:
Applicant Center:	

### **HEALTH AND SAFETY CODE (Section 104420) For California Department of Education Use Only**

	The above center meets the criteria for recognition as a Commercial Tobacco-Free Center and is eligible for funding beginning fiscal year. (NOTE: all criteria must be in place prior to submission of the application)
	The above center <b>does not</b> meet the criteria for recognition as a Tobacco-Free Center.

Signature of Approving AIEC Consultant

Date